

XX-0625X



Information Security Oversight Office  
Washington, DC 20405



March 10, 1988

OS REGISTRY  
28 MAR 1988

Dear Mr. Huffstutler:

Executive Order 12356 assigns to the Director of the Information Security Oversight Office (ISOO) the responsibility for monitoring the information security programs of executive branch agencies that generate or handle national security information. This responsibility includes the authority to conduct on-site reviews and inspections to determine the degree of compliance with the Order and its implementing directive. To fulfill this requirement, Laura Kimberly, the ISOO representative to the Central Intelligence Agency (CIA), will conduct a series of inspections during FY 1988. These inspections will begin in late March 1988.

During FY 1986 and FY 1987, ISOO conducted special reviews of the classified product of 12 executive branch agencies. The classified product of the CIA was part of the review conducted in FY 1986 but not FY 1987. ISOO is continuing to conduct the classified document reviews during 1988. CIA will be included in FY 1988 document review, with a goal of reviewing approximately 500 classified documents. Additionally, an abbreviated inspection will be conducted emphasizing security education and training and safeguarding practices.

STAT Ms. Kimberly will continue to work with [redacted] Chief, Classification Management Branch, to finalize the details of the review and inspection. We enclose a list of Ms. Kimberly's clearances, which can be verified by contacting June Brown, ISOO Security Manager, 535-7255. If you have any questions concerning this letter or other security matters, please contact Ms. Kimberly directly at 535-7253, or me at 535-7251.

Sincerely,

*Steven Garfinkel*  
Steven Garfinkel  
Director

Mr. Rae M. Huffstutler  
Deputy Director for Administration  
Central Intelligence Agency  
Washington, DC 20505

STAT cc: [redacted]  
STAT Chief, Classification Management Branch  
Central Intelligence Agency  
[redacted] Building, Room 3N05C  
Washington, DC 20505